



Department of Commerce

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Policy Advisory Team Meeting April 11, 2012 @ Department of Commerce, Olympia Meeting Summary

Agenda Item	Summary/PAT Recommendations/Follow-Up Actions
Legislative Update and Information	The Legislative session ended early morning, 4/11/12. Just in time for the PAT meeting! Michele Thomas provided a summary of housing-related outcomes. Of particular note, \$67.1 million was provided for HTF projects in the capital budget and the Housing & Essential Needs remained intact in the operating budget.
Cost-Effectiveness in the HTF (SHB 2640) - PAT Subcommittee	<p>SHB 2640 (Emphasizing Cost-Effectiveness in HTF) requires Commerce to work with AHAB to develop a report and recommendations to the Legislature (due 12/1/2012). As a subcommittee of AHAB, the PAT will serve as the vehicle for this effort. Volunteers were solicited to participate on a committee and included: Melanie Gillespie, Michele Thomas, Bill Rumpf, Harry Hoffman, Marty Miller, Connie Brown, Sharon Lee, Chris Venne, Walter Zisette, Mark Smith and MA Leonard. PAT members were asked to forward suggestions for industry representation (e.g. construction, A&E).</p> <p>Action: Additional volunteers or suggestions should be sent to Janet. Commerce will narrow down the list to ensure balanced representation and will make a finalized membership list available within a couple of weeks.</p>
2012 HTF Funding-Set-aside NOFA	A NOFA for Communities of Concern (\$3 million available) and Homeless Veterans (approximately \$2.1 million available) funds was sent out on 3/28/12. Stage One applications are due 4/17/12. Update since PAT mtg.: 18 applications for CofC (\$23 million) and 4 applications (\$4 million) for H-V were received. Stage 2 invitations will be announced 4/30.
2012 HTF Funding Round (if \$ appropriated) - Timeline	<p>Janet presented a rough timeline (below), firm dates will be established before the end of April.</p> <ul style="list-style-type: none">○ 1st week of May – Stage Ones invited○ End of May – Stage One applications due○ End of June/Beginning of July –Stage Two applications invited○ End of August – Stage Two applications due○ Mid November – HTF awards funds <p>Action: Commerce will post application timeline to HTF website before the end of April.</p>
2012 HTF Funding Round (if \$ appropriated) - LEAP list	The HTF LEAP list was discussed. All projects will be required to apply for funds through the usual two-stage process. Applications will be solicited from both the set-aside and alternate lists, but projects on set-aside lists will be given first consideration. Commerce has flexibility to determine funding levels for projects and to use excess funds from any set-aside for other set-asides or the Alternate



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	List.
2012 HTF Funding Round (if \$ appropriated) - Competitive pool	<p>There was discussion of the “competitive pool” included in the budget.</p> <p><u>PAT Recommendation:</u> Have open process that allows projects not on LEAP list to apply.</p> <p><u>PAT Recommendation:</u> Maintain current per-sponsor award limit (\$2.5 million per sponsor, waivers may be requested for non-LIHTC projects only).</p>
2012 HTF Funding Round (if \$ appropriated) - Criteria	<p>Janet proposed a definition of “ready to proceed” that would be applied as criteria to all projects (see attached). There was also discussion regarding deadlines and per-sponsor and/or per-project limits.</p> <p><u>PAT Recommendation:</u> Accept “ready to proceed” criteria and dates as proposed.</p>
2012 HTF Funding Round (if \$ appropriated) - O&M funding	<p>Commerce will be looking at O&M fund balances and revenue trends to determine whether they are sufficient to resume making O&M awards. Potential options will be discussed at the next PAT meeting.</p> <p><u>Action:</u> Commerce will develop data and program proposals for consideration at next meeting.</p>
PAT Membership	<p>The PAT membership list is no longer current and the criteria and process for appointing members to the PAT is unclear. A subcommittee was formed to develop recommendations for PAT membership and meeting guidelines. The subcommittee consists of: Cindy Algeo, Melanie Gillespie, Linda Hugo, Brien Thane, Rob Van Tassell and Paul Purcell.</p> <p><u>Action:</u> The subcommittee will meet via conference call prior to the next PAT meeting.</p>
Next Meeting	<ul style="list-style-type: none">• The next PAT meeting was scheduled for 10 am - 1 pm on 6/20/12, to be held in Seattle (specific location to be determined). <u>NOTE: This date is being changed.</u> <p><u>Action:</u> PAT members are to notify Karma of their availability for the following dates:</p> <p style="text-align: center;">June 14 June 18</p> <p>Confirmation of meeting date and location will be sent as soon as available.</p>